



**MINUTES
THE HISTORIC LANDMARK PRESERVATION COMMITTEE
FOR THE CITY OF LANCASTER, TEXAS
REGULAR MEETING
TUESDAY, MAY 24, 2011
CITY COUNCIL CHAMBERS
211 N. HENRY ST.**

STAFF PRESENT:

Nathaniel Barnett, Senior Planner

MEMBERS PRESENT:

Roll Call:

Dee Hinkle - Chair

Glenn Hooper – Vice-Chair

Emily Lewis

Carolyn Miller (absent)

Cheryl Wright

Gilles Delaisse – alternate (absent)

Regular Meeting

CALL TO ORDER

The meeting was called to order at 6:32 p.m.

ACTION

1. **HLPC11-01**-Consider a Certificate of Appropriateness to allow an addition for an existing residence located at 218 E. Pecan.

Nathaniel Barnett, Senior Planner presented an overview of the property at 218 E. Pecan, as submitted by the applicant. Senior Planner Barnett references the packet which had information in regards to materials that will be used to build this addition (red bricks, wood, and composition shingles). Senior Planner Barnett states the owners will be renovating the house by adding to the rear. Senior Planner Barnett presented photos of the house, classifying the house as a minimal traditional structure. The applicant also proposed to install a driveway off Hackberry Street for off street parking.

Chair Hinkle stated she was concerned because this property is in a very visible location for several historic buildings. She asked would there be any consideration moving the driveway to the back of the house.

Senior Planner Barnett replied that it could be recommended to the owner to put the driveway in the rear of the property as opposed to in the front.

Vice Chair Hooper asked if there is an ordinance to dictate how close the driveway can be to the intersection. Senior Planner Barnett replied there is if the street is on the thoroughfare plan, but in a residential area the distance requirement is probably already being met. Vice Chair Hooper asked if the driveway would be covered. Senior Planner Barnett replied no, it will be an open driveway.

Committee Member Wright pointed out that the plans were not an accurate representation of where the driveway will be as it looks as if the drive is measured from the street. Senior Planner Barnett replied that the plans should show the driveway measured from the property line, not from the street.

Vice Chair Hooper asked about the details on the new addition to the foundation due to the plans to add a chimney and fireplace. Senior Planner Barnett responded that it would be addressed in Building Inspections.

Chair Hinkle asked if this item could be approved with the condition the driveway be moved to the back of the house. Senior Planner Barnett stated it would not be an approval, but it would be a recommendation to the Planning and Zoning Commission.

Chair Hinkle entertained a motion on this item with the recommendation that the driveway be moved to the rear of the house.

No motions were made. Chair Hinkle stated that the item failed due to lack of motion.

Senior Planner Barnett explained that this body is a recommending body to the Planning and Zoning Commission and that a lack of motion on this item would not constitute a denied application but a recommendation to Planning and Zoning of denial. The Planning and Zoning Commission could still approve the item as is.

Chair Hinkle asked if the Planning and Zoning Commission might approve the item with the drive in the front. Senior Planner Barnett stated that it was a possibility.

Chair Hinkle entertained a motion.

A MOTION WAS MADE BY COMMITTEE MEMBER CHERYL WRIGHT TO APPROVE THE REQUEST WITH THE STIPULATION THAT THE DRIVE BE MOVED TO THE REAR OF THE STRUCTURE, SECONDED BY COMMITTEE MEMBER EMILY LEWIS.

AYES: HINKLE, HOOPER, LEWIS, WRIGHT

NAYES: NONE

THE MOTION CARRIED 4 – 0.

DISCUSSION

2. Discuss the procedures for completing the Certified Local Government status.

Senior Planner Barnett informed the members that the deadline had been missed to apply for grants as a certified local government. He stated that the application still needs to be completed and that each member's resume is needed. Chair Hinkle set a deadline of June 7, 2011 for committee members to have resumes turned in.

Chair Hinkle asked about the Historic Survey. Senior Planner Barnett stated that he is completing the Historic Survey alone unless he receives assistance from volunteers.

Chair Hinkle asked if there was anything else that needed to be addressed. Senior Planner Barnett made an announcement about the Lancaster Legacy Day event to be held on July 9, 2011.

Chair Hinkle entertained a motion to adjourn.

A MOTION WAS MADE BY MEMBER EMILY LEWIS AND SECONDED BY VICE CHAIR GLEN HOOPER TO ADJOURN THE MEETING AT 7:15 P.M.

**AYES: HINKLE, HOOPER, LEWIS, WRIGHT
NAYS: NONE**

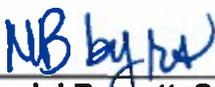
THE MOTION CARRIED.

APPROVED



Dee Hinkle, Chairperson

ATTEST



Nathaniel Barnett, Senior Planner